

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM UNCLASSIFIED      CONFIDENTIAL      SECRET			
<b>CENTRAL INTELLIGENCE AGENCY</b> <b>OFFICIAL ROUTING SLIP</b>			
<b>TO</b>	<b>NAME AND ADDRESS</b>	<b>DATE</b>	<b>INITIALS</b>
1	EA/DDCI	2/26	HK
2	EA/DCI	3/27	W
3	DD/S	3/2	V
4	Director of Security		
5			
6			
<b>ACTION</b>	<b>DIRECT REPLY</b>	<b>PREPARE REPLY</b>	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETAIN	
CONCURRENCE	INFORMATION	SIGNATURE	
<b>Remarks:</b>  DD/S has previous correspondence for action. (forwarded to D/Sec on 24 Feb 65)			
<b>FOLD HERE TO RETURN TO SENDER</b>			
FROM: NAME, ADDRESS AND PHONE NO. O/ExecDir		DATE Feb 65	
UNCLASSIFIED	CONFIDENTIAL	SECRET	
FORM NO. 2-61 237 Use previous edition U.S. GOVERNMENT PRINTING OFFICE: 1961 9-27748			
EQ-DD/S:VRT:msa (2 Mar 65) Distribution: Orig - D/Sec w/o DD/S 65-0971 1 - DD/S Subject w/t DD/S 6			
<i>1 BAG RE BUND</i>			

U. S. DEPARTMENT OF LABOR  
OFFICE OF THE SECRETARY  
WASHINGTON

February 25, 1965

Honorable John A. McCone  
Director of Central Intelligence  
Washington, D. C. 20505

Dear Mr. McCone:

The President has asked me to write you about Mission SAFETY-70 which he initiated in his memorandum of February 16, 1965 to all agencies.

It is expected that each agency will determine its own procedures to accomplish the President's objectives and to formulate the report he requested.

The records compiled annually by the Department of Labor show that most work injuries occur in field offices and installations. Implementation of the President's program thus will require the full participation of all field personnel. The Safety Policy for the Federal Service, which the President has issued, is ideally suited to accompany any instructions sent your field offices. For your ready convenience, the complete text of the White House release on Mission SAFETY-70 is enclosed together with a chart to facilitate plotting your progress.

The Federal Safety Council, acting under Executive Order 10990, will assist in carrying out the program and develop necessary materials. The Chairman of the Council, Mr. Nelson M. Bortz, who is also Director of the Bureau of Labor Standards, will contact your representative on the Council to provide further details of Mission SAFETY-70, and will extend your agency every cooperation.

I want to assure you of my personal interest and deep concern in the success of this undertaking. The goal is reasonable. The attainable gains in terms of employee welfare and greater efficiency and economy are impressive.

Yours sincerely,

W. E. H. Wadsworth  
Secretary of Labor

Enclosures

DD/S 65-0832  
ER 65-811

THE WHITE HOUSE  
Washington

February 16, 1965

**MEMORANDUM FOR THE HEADS  
OF EXECUTIVE DEPARTMENTS AND AGENCIES**

The reduction of waste in manpower and materials is one of the principal managerial aims of this Administration. That the savings from such a program be applied to advance needed services is one of the keynotes of the public policy of this Administration.

There is a great opportunity to make a significant reduction in that most senseless kind of waste -- the loss of human lives through accident -- and at the same time save many millions of dollars.

Secretary of Labor W. Willard Wirtz has informed me that in 1963, the latest data available, there were 190 deaths and 41,905 disabling injuries among Federal workers, at a cost to the Government of \$37,600,000.

In just the last seven years:

- . More than 1,200 Federal workers died from job injuries.
- . Nearly 300,000 sustained disabling injuries.
- . Over 18.5 million man-days of potential production were lost.
- . Costs to the Federal Government amounted to \$1-1/4 billion.

Nearly all of these deaths and injuries can be prevented.

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I intend to see to it that the Federal Government will do everything in its power to prevent them.

I have initiated today Mission SAFETY-70 -- a new, practical safety effort designed to reduce Federal work injuries and costs, year by year, until a total 30 percent reduction is achieved by 1970.

This will result in the saving of approximately 200 lives.

It will prevent nearly 45,000 disabling work injuries.

It will save the Federal Government nearly \$250 million in costs.

Savings such as these, once made, extend over many years.

I am forwarding with this memorandum a copy of the Safety Policy for the Federal Service. In accordance with this Policy, I am asking you to review realistically and revise where necessary the safety program of your Department or agency and report to me within 90 days the results of your review.

I am also requesting the Secretary of Labor to advise me periodically, pursuant to his responsibilities under law and Executive Order 10990, of the progress achieved.

The cost of this effort in interest, energy and time is small indeed when compared to the great benefits that can be gained. I am looking forward to prompt and continued progress in reducing this needless waste of lives and materials.



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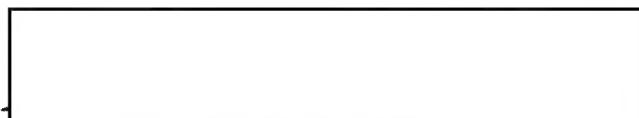
12 AUG 1964

MEMORANDUM FOR: Deputy Director for Support  
SUBJECT : Accident Statistics

*Noted by LKW  
24 Aug 64*

1. This memorandum is for information only.
2. Transmitted herewith is the Accident Statistics

Report for the CIA Headquarters Area for the year 1963,  
together with an analysis of these accident statistics by  
operating components.

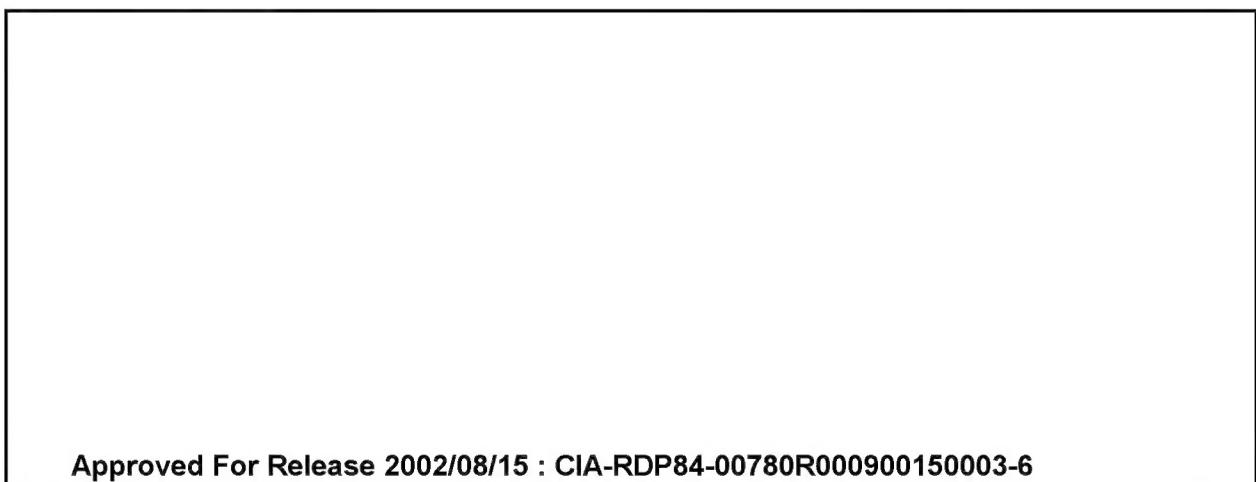


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Howard J. Osborn  
Director of Security

Attachment:  
As Stated

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 ACCIDENT STATISTICS FOR CIA HEADQUARTERS AREA  
 1963

First Aid Accidents	378
Lost Time Accidents	<u>56</u>
Total Accidents	434
Days Lost (or charged) Due to Accidents	479

FREQUENCY AND SEVERITY STATISTICS

	HQ 1963	HQ 1962	OTHER AGENCIES 1962
DISABLING INJURY FREQUENCY RATE	2.8	3.3	8.03

Formula:

$$\frac{\text{Number of Disabling Accidents} \times 1,000,000}{\text{Number of Man Hours Worked (estimated)}}$$

DISABLING INJURY SEVERITY RATE	24.1	46.1	539.0
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Formula:

$$\frac{\text{Days Time Lost by Accidents} \times 1,000,000}{\text{Number of Man Hours Worked (estimated)}}$$

<u>First Aid Accidents</u>		<u>Time Lost (or charged) Due to Accidents</u>	
Type	% of Accidents	Type	% of Time Lost
Burns	1.9	Burns	0.6
Careless handling of safe files and office equipment	22.5	Careless handling of safe files and office equipment	4.0
Cuts and abrasions due to minor cutting accidents	15.3	Cuts and abrasions due to minor cutting accidents	1.9
Electrical	0	Electrical	1.3
Slips and falls	18.5	Slips and falls	23.0
Falling and flying objects	8.7	Falling and flying objects	1.5
Industrial	13.2	Industrial	24.2
Lifting	7.2	Lifting	40.1
Miscellaneous	4.2	Miscellaneous	0
Motor Vehicle (collision)	1.3	Motor Vehicle (collision)	0
Motor Vehicle (non-collision)	0.5	Motor Vehicle (non-collision)	0
Training	6.6	Training	0
Dermatitis	0	Dermatitis	3.5

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Excluded from automatic  
downgrading and  
declassification

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OFFICE ANALYSIS OF ACCIDENT STATISTICS  
1963

OFFICE	First Aid Accidents	% of First Aid Accidents	Lost Time Accidents	Days Time Charged	% of Time Charged
<b>DCI</b>					
O/DCI	3	0.8	1	16	3.3
OGC	0	0	0	0	0
OIG	2	0.5	0	0	0
Sub Total	5	1.3	1	16	3.3
<b>DD/S</b>					
O/DDS	2	0.5	0	0	0
OL	107	28.3	16	216	45.1
OC	14	3.7	2	41	8.6
OS	14	3.7	2	4	0.8
OP	9	2.4	0	0	0
OTR	30	7.9	1	2	0.4
MS	3	0.8	0	0	0
OF	8	2.1	0	0	0
Sub Total	187	49.5	21	263	54.9
<b>DD/I</b>					
O/DDI	0	0	0	0	0
OBI	4	1.1	0	0	0
OCR	31	8.2	13	102	21.3
OCI	10	2.6	1	6	1.3
ONE	0	0	0	0	0
OO	4	1.1	2	2	0.4
ORR	18	4.8	1	2	0.4
NPIC	17	4.5	5	8	1.7
Sub Total	84	22.2	22	120	25.1
<b>DD/S&amp;T</b>					
O/DDS&T	2	0.5	0	0	0
OSI	5	1.3	0	0	0
ORD	0	0	0	0	0
OSA	5	1.3	0	0	0
OEL	0	0	0	0	0
OCS	1	0.3	0	0	0
Sub Total	13	3.4	0	0	0
<b>DD/P</b>					
O/DDP	0	0	0	0	0
AF	1	0.3	0	0	0
SR	2	0.5	0	0	0
TSD	12	3.2	1	1	0.2

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FI	8	2.1	0	0	0
NE	2	0.5	0	0	0
CCS	2	0.5	0	0	0
FE	7	1.9	1	21	4.4
CA	3	0.8	2	7	1.5
EE	10	2.6	2	2	0.4
WH	7	1.9	1	16	3.3
RI	21	5.6	5	33	6.9
SAS	4	1.1	0	0	0
DOD	1	0.3	0	0	0
WE	5	1.3	0	0	0
[ ]	4	1.1	0	0	0
CI	0	0	0	0	0
OPS	0	0	0	0	0
Sub Total	89	23.6	12	80	16.7
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TOTAL	378	100.0	56	479	100.0

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OSA	5	1.3	0	0	0
OEL	0	0	0	0	0
OCS	1	0.3	0	0	0
Sub Total	13	3.4	0	0	0
<b>DD/P</b>					
O/DDP	0	0	0	0	0
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EE	10	2.6	2	2	0.4
WH	7	1.9	1	16	3.3
RI	21	5.6	5	33	6.9
SAS	4	1.1	0	0	0
DOD	1	0.3	0	0	0
WE	5	1.3	0	0	0
25X1	4	1.1	0	0	0
CI	0	0	0	0	0
OPS	0	0	0	0	0
Sub Total	89	23.6	12	80	16.7
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TOTAL	378	100.0	56	479	100.0

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15 April 1965

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Mr. [redacted]

After some discussions with representatives of the OS Executive and Safety Staffs, we have been able to include (on pages 5 and 6 of the report) a number of available unclassified statistical indicators which were previously omitted under the general statement that the Agency is exempted from the EEC "chargeback costs".

Since use of the type of report recommended by the Federal Safety Council is voluntary and the format only a guideline, no reference is made to omission of obviously classified figures such as the Agency's budget.

Recommend DDS's initials and signature.

[redacted]

O-DD/S

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